Mendoza Staff Town Hall

March 23, 2020









Please remember to mute your microphone.



Kelli Kilpatrick For being a strong, calm, reassuring voice during these uncertain times.

- Rita Udvardy

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Mendoza IT

for being complete rock stars throughout this whole process of people working remotely as well as helping faculty get situated with their online classes.

- Heather Denton

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Jen LaPrad

Human Resources Consultant



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Nelcome

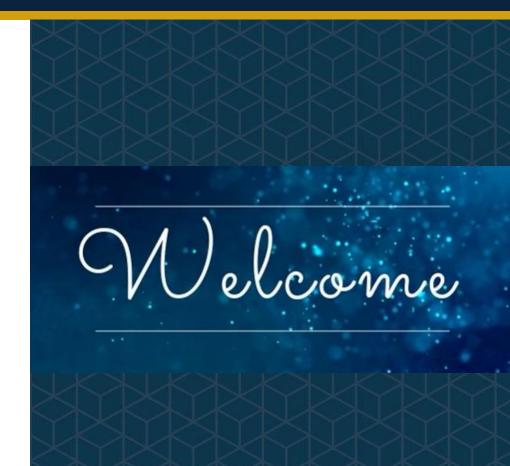


Jenna Rangel

Administrative Assistant

M & O Department

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Teresa True Associate Director, GBP Student Services







Dana Pierce

Facilities Administrator

Finance & Facilities





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Phil Drendall

Assistant Director, Graduate Admissions & Recruiting

Marketing & Graduate Enrollment





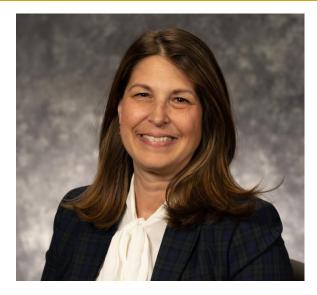
Natashia Thornton

Admissions Assistant

Marketing & Graduate Enrollment







Mindy Evans

Employee Relations Program Manager

Career Services

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Christopher Hillak

EMBA Operations Coordinator

Executive Education





Vicente Mendez Perez

Tax Processor, International Tax Assistance Program

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Brooke Shannon

Associate Director, Degree Programs

Executive Education - Chicago





Amanda Jacobson

Assistant Director of Content Marketing

Marketing & Graduate Enrollment

NIVERSITY OF MENDOZA COLLEGE OF BUSINESS





Brian Connelly

Director of Marketing and Admissions Center of Excellence





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David Hardman

IT Support Technician

Mendoza IT

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Santhosh Lakkaraju

Associate Director of Marketing Analytics

Marketing and Graduate Enrollment

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Martin Johnson

Associate Director of Graduate Business Career Services







Amy Dame

Admissions Assistant

Marketing and Graduate Enrollment

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Kellie Rzepka

Admissions Assistant

Marketing and Graduate Enrollment





Jodie Signorino

Admissions Assistant

Marketing and Graduate Enrollment

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Kyle Way

Educational Technology Coordinator

Mendoza IT





All the staff in Mendoza

Thank you for your patience, grace, care and commitment to one another! I have continued to see examples of "growing the good" everyday through this pandemic. Thank you for your servant leadership. I feel so blessed and privileged to work with each of you.

- Kara Palmer



Mendoza IT & Ed Tech

These teams have gone above and beyond to ensure the Mendoza community continues to run smoothly. They continue to provide an outstanding level of service with a great attitude!

- Amanda Rink



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The Mendoza IT Team

for your commitment, care and tireless efforts to support our faculty, staff and students during these crazy times! We are so blessed to have such an amazing team in the College and we could not do this without you!

- The Dean's Office



Notre Dame Employee Compassion Fund

- University Emergency Assistance program
- Administered by the Family and Children's Center
- Designed to assist those in a temporary financial hardship
- For more information visit: <u>https://unitedway.nd.edu/compassion-fund/</u>





Please remember to mute your microphone.





Carmen Quinn

MSBA & MSF Ops Coordinator

Executive Education - Chicago

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Christopher Ditmar

MNA Admissions Assistant Director

Marketing & Graduate Enrollment

MENDOZA COLLEGE OF BUSINESS





Shane McCoy

MSF Admissions Assistant Director

Marketing & Graduate Enrollment









Annette Tysver

Admissions Coordinator

Marketing & Graduate Enrollment

MENDOZA COLLEGE OF BUSINESS





Amy Radvansky

Associate Director of Advising and Administration

Undergraduate Education

MENDOZA COLLEGE OF BUSINESS





Minhee Myung

Application Developer

Mendoza IT







Ryan Retartha

Associate Director of Custom/Corporate Programs

Executive Education

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Cathi Kennedy

Associate Director, Graduate Admissions and Recruiting (MBA)

Marketing and Graduate Enrollment

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Thank you to

Jean Meade for being proactive with the surveys!

You provide adequate timing to get the surveys completed, take time to read them and identify new questions, and review the completed surveys to verify accuracy and make sure we have not missed any questions.

Best of all, you are making suggestions on ways to make collecting the survey data more efficient. KUDOS!!!! GROW THE GOOD IN BUSINES

Amanda Rink, Kathy Webb, Kayla Taylor, Bailey Smith, Jenna Rangel and Kelsey Hoff

for graciously offering to help with Zoom and scheduling of departmental meetings for faculty in order to help Mendoza IT manage the increased workload due to the switch to online classes.





Laura Glassford

Academic Program Coordinator

Undergraduate Education

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Lorie Marsh Program Manager

Center for Accounting Research and Education





Amy Radvansky Associate Director of Advising and Administration

Undergraduate Education





Debby Herczeg

Assistant Director, MBA

Marketing and Graduate Enrollment

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Maggie Neenan-Michel

Manager, Faculty Support Center

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Angela Wesley

for working to reschedule interviews to zoom in an effort to keep the quality of the experience we provide to our prospective students.

There are a lot of moving parts to the scheduling process and she has handled it with grace.

- The Admissions Team



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Mendoza IT for their tireless efforts in assisting faculty and staff to transition to online environments: YOU FOLKS ROCK!

- Angela Logan

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Upcoming Dates

- April 9th Good Friday
- April 12th Easter Sunday
- May 15th Endeavor closes
- May 15th 17th Commencement
- Navigating Transitions Training for Staff Rescheduled and date is TBA



Mendoza Communications

for creating a new newsletter, Morning Brew, to help Mendoza folks maintain a sense of community even when we are working at a distance.

Special thanks to Melissa Jackson and Zara Osterman for putting together the template very quickly and creatively -and thinking up really terrible puns.

- Carol Elliott, Director of Communications



Executive Education Staff and Faculty

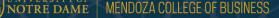
As they moved into remote working conditions, they managed to turn around online content, virtual classrooms and recordings in three days for 1 cohort and five days later for another 3 cohorts - helping 13 faculty members and 157 students stay on their academic path.

- Cassie Kline



Kudos to **Martijn Cremers** For your leadership, care and compassion for our faculty, students and staff and for prioritizing the health and well being of people first!

- Anonymous



Reporting Concerns

- Discuss concerns with your immediate supervisor.
- Speak with the next leadership level in your department (manager, director or an associate dean).
- Share concerns with the Dean's Office : Kara Palmer or Martijn Cremers
- Contact Jen LaPrad Mendoza's HR consultant.
- Contact the Office of Institutional Equity at 574-631-0444 or email <u>equity@nd.edu</u>.
- ND Integrity Line 800-688-9918 or you can file a report online at globalcompliance.com.
- More information can be found on the HR website: https://hr.nd.edu/nd-faculty-staff/formspolicies/nd-integrity-line/

Faculty Support Team Maggie, Tami, Rachel, Denayia and Amy continue to serve the College by being in the office each day. They have adapted and taken on special projects to help faculty during a time where special services are needed most. We are lucky to have them on the Mendoza team!

- Amanda Rink



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Carol Elliott and Melissa Jackson

for helping to coordinate and produce a video that was filmed during the Women's Investing Summit last month, highlighting several speakers and the impact NDIGI is striving to make on the industry.

- The NDIGI Team: Erin Bellissimo, Mark Dumich, & Tess Swain



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